

# Information on Undergraduate Dorm Residency and New Enrollment for the 2023 Winter Semester

November. 16th. 2023.(Thur), Section of Student Services

## Application for staying in the undergraduate dorm

Applicant	Contents	Note
Eligibility	Undergraduate students enrolled in GIST who meet the criteria below (student on leave cannot apply, but students on leave of absence for “Start-up” can apply)	
Individuals	<ul style="list-style-type: none"> <li>- Research intern (Research interns who is a student on leave of absence can not apply)</li> <li>- Prospective graduates<sup>1</sup> (can stay until the weekend immediately after December 29<sup>th</sup> (~December.31<sup>st</sup>))</li> <li>- Application who have taken offline lectures during the seasonal semester</li> <li>- Undergraduate students who need approval from House Master for other unavoidable reasons (ex. International students who are unable to return to their home country, students on leave of absence for start up and so on)</li> </ul>	<p><sup>1</sup> Students expected to graduate in February 2024 may remain after December 31<sup>th</sup> 2023 if they have reasons to stay</p>
Organizations and departments	<ul style="list-style-type: none"> <li>- Required number of student council members (can stay until end of the term of the student council)</li> <li>- Support and event participants of the Office of general affairs<sup>2</sup> <ul style="list-style-type: none"> <li>• Gionnarae, PIUM: Section of Public Affairs</li> <li>• GIST News, GGUN: Section of Public Relations</li> <li>• Working students (library, gym, etc)</li> </ul> </li> <li>- Those who have requested to stay due to specific reasons acknowledged by their faculty and other departments (ex. Start-up Acceleration Center-start up club activity, Entrepreneurship Education Center-internship, Each college’s Summer internship, etc.)</li> </ul>	<p><sup>2</sup> Students can stay until the weekend immediately after the business support and event participation period ends (however, if necessary, the department in charge can discuss the period of stay with the person in charge of the GIST Dorm)</p> <p>The department in charge can discuss this application if it is impossible to make a application list within November 27th</p>

Applicant	Contents	Required Documents
Individuals	- Research intern	① Fill out and Submit the Google Form ② <Form 1> Application for staying in the dorm (Research intern)
	- Prospective graduates	① Fill out and Submit the Google Form
	- Application who have taken offline lectures during the seasonal semester	① Fill out and Submit the Google Form ② Screenshot of the completion of ZEUS course registration (submitted by December 20th, at 6p.m.) If the student fails to submit, sends false reports or quit school halfway, they will be discharged immediately. - Submit to <a href="mailto:uhousing@gist.ac.kr">uhousing@gist.ac.kr</a> - File name: 20220000Anna_semester offline lecture name.jpg or pdf
	- Undergraduate students who need approval from House Master for other unavoidable reasons	① Fill out and Submit the Google Form ② <Form 2> Request for staying in the dorm and letter of recommendation
Organizations and departments	- Required number of student council members (can stay until end of the term of the student council)	① Fill out and Submit the Google Form ② <Form 2> Request for staying in the dorm and letter of recommendation (including certificate of employment) ③ <Attachment, excel file> List of applicants staying in the dorm
	- Support and event participants of the Office of general affairs · Gionnarae, PIUM: Section of Public Affairs · GIST News, GGUN: Section of Public Relations · Working students (library, gym, etc)	① Fill out and Submit the Google Form ② <Form 2> Request for staying in the dorm and letter of recommendation ③ <Attachment, excel file> List of applicants staying in the dorm
	- Those who have requested to stay due to specific reasons acknowledged by their faculty and other departments (ex. Start-up Acceleration Center-start up club activity, Entrepreneurship Education Center-internship, Each college's summer internship, etc.)	After filling out the Google Forms, the student submits Form 2 to his/her department, and then it collects the documents, and submits an official document to Section of Student Services with Attachment 2

■ Google Form Link for staying: [Click Here](#)

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## Application for new admission at the dorm during Winter vacation

Applicant	Contents	Note
Eligibility	GIST Undergraduate students or those who participate in the official academic research program	
Individuals	- Students who have taken Bachelor's Thesis Research 1 in the Winter semester of 2023	
Organizations and departments	- Graduate school summer vacation internship program participants <sup>3</sup> (however, assignments will first be given to graduate dorm, and if it is difficult, assignments can be made to undergraduate dorm) - Participants in the official academic research activity program (External program participants jointly hosted by GIST such as Pre-URP of KAIST, Olympiad camp and etc.)	<sup>3</sup> If it is difficult to collect the list of program participants within the application period for new admission, you can consult with the person in charge of the undergraduate dorm

Applicant	Contents	Required Documents
Individuals	- Students who have taken Bachelor's Thesis Research 1 in the Winter semester of 2023	① Fill out and Submit the Google Form ② Screenshot of the completion of ZEUS course registration (submitted by December 20th, at 6p.m.) If the student fails to submit, sends false reports or quit school halfway, they will be discharged immediately. - Submit to <a href="mailto:uhousing@gist.ac.kr">uhousing@gist.ac.kr</a> - File name: 20220000_Annna_Bachelor Thesis Research .jpg or pdf
Organizations and departments	- Graduate school winter vacation internship program participants <sup>3</sup> (however, assignments will first be given to graduate dorm, and if it is difficult, assignments can be made to undergraduate dorm)	① Submit an official document of the list of students to the Section of Student Services (in charge of the graduate dorm) from each department by Dec 8th.
	- Participants in the official academic research activity program (External program participants jointly hosted by GIST such as Pre-URP of KAIST, Olympiad camp and etc.)	① Submit an official document of the list of student to the Section of Student Services (in charge of the undergraduate Dorm) in the relevant

		department
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■ Google Form Link for new admission: [click Here](#)

## IV Schedule for application

### November

Sun	Mon	Tue	Wed	Thu	Fri	Sat
12	13	14	15	16	17	18
19	20	21	22	23	24	25
Application Period for Staying and new						
26	27	28	29	30		
Admissions				Approval Notification		

### December

일요일	월요일	화요일	수요일	목요일	금요일	토요일
					1	2
3	4	5	6	7	8	9
No roommates/room applications (to prevent spread of bedbugs, restricting the movement of remaining people to the room)						
10	11	12	13	14	15	16
Move out period						
17	18	19	20	21	22	23
						New
24	25	26	27	28	29	30
Admission					Prospective graduates move out	
31						

※ In order to prevent the possible spread of the bedbugs, which has recently become an issue nationally, we would like to restrict the movement of rooms only during the winter vacation of 2023. Therefore, during the winter vacation of 2023, we will not apply for rooms and roommates.

**V****Attachment files**

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<Form 1>	Application for staying in the dorm (Research intern)
<Form 2>	Request for staying in the dorm and letter of recommendation
<Attachment, Excel>	<Attachment, excel file> List of applicants staying in the dorm